

<b>TRANSMITTAL SLIP</b>		DATE 6/9/70
TO: Deputy Director for Support		
ROOM NO.	BUILDING	
REMARKS:		
FROM: C/LSD/OL		
	BUILDING Hqs.	EX- <input type="checkbox"/>

FORM NO. 241

1 FEB 55  
REPLACES FORM 36-8  
WHICH MAY BE USED.

(47)

ADMINISTRATIVE -- INTERNAL USE ONLY

DD/S 70-2374

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F I L E

9 JUN 1970

Bldg 4 M 9

## MEMORANDUM FOR THE RECORD

**SUBJECT :** Office of Training (OTR) Request for Classroom Space  
in the Headquarters Building

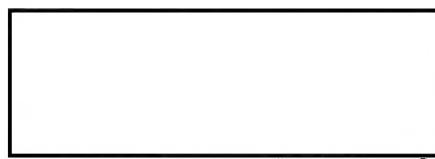
**REFERENCE:** Memo fm D/OTR to DD/S of 13 Feb 70; subj: OTR  
Classroom Space in Headquarters Building

1. The reference requested that 800 square feet of space located  
in [redacted] be reconfigured for use as an OTR class-  
room. Subsequent to this request, this particular space was assigned to  
the Office of Special Projects (OSP/DDS&T) because of urgent operational  
priority.

2. Whereas, the Deputy Director for Support, the Director of  
Logistics and the Director of Training have agreed the OTR requirement  
for classroom space within the Headquarters Building is valid, and in con-  
sideration of the need to pre-empt the [redacted] space in favor of  
the OSP/DDS&T priority, it is hereby stated that OTR will be provided with  
suitable classroom space in the Headquarters Building at the first available  
opportunity. Such space will be sized approximately 800 square feet and  
will be reconfigured to meet OTR specifications.

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Chief, Logistics Services Division, OL

## Distribution:

Orig - OL/LSD  
 ✓1 - DDS  
 1 - D/OTR  
 1 - D/L  
 1 - OL/LSD/SM&FB

OL/LSD [redacted] 5 Jun 70

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